



Personnel Services Branch  
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STATE OF CALIFORNIA – ENVIRONMENTAL PROTECTION AGENCY  
DEPARTMENT OF PESTICIDE REGULATION



SENIOR PESTICIDE USE SPECIALIST  
OPEN NON-PROMOTIONAL EXAMINATION  
SPOT - FRESNO  
SALARY RANGE : \$4259 - \$5176

Exam Code: 6DM15

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPEICAL TRUST PLACE IN PUBLIC SERVANTS.

WHO MAY APPLY	Applicants who meet the minimum qualifications <b>AND</b> who have not taken the Pesticide Use Specialist exam within the last 18 months may apply for this examination as indicated below. This is an open, non-promotional examination. Applications will not be accepted on a promotional basis. Career credits apply.
HOW TO APPLY	<p>An Examination Application (STD 678) must be <b>POSTMARKED</b> no later than the final file date, <b>JANUARY 26, 2007</b>. Applications postmarked, personally delivered after 5:00 pm, or received via interoffice mail after the final file date will not be accepted.</p> <p><b>Applications may be submitted by mail or in person to:</b></p> <p><b>Department of Pesticide Regulation Personnel Services Branch/Examinations Unit 1001 I Street, 4<sup>th</sup> Floor PO Box 4015 Sacramento, CA 95812-4015</b></p> <p>For your convenience, you may obtain a copy of the Examination Application (STD 678) via the Internet at: <a href="http://www.spb.ca.gov/Employment/employment_forms_brochures.htm">http://www.spb.ca.gov/Employment/employment_forms_brochures.htm</a></p> <div>SUBMIT APPLICATIONS <u>ONLY</u> TO THE ADDRESS INDICATED ABOVE.</div>
SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special testing arrangements, mark the appropriate box in question 2 of the Examination Application. You will be contacted about specific arrangements.
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	<p>It is your responsibility to make sure you meet the education and/or experience requirements stated below. Your signature on your application indicates you have read, understood, and possess the basic qualifications required. All applicants must meet the education and/or experience requirements for this examination by the final filing date of <b>JANUARY 26, 2007</b>.</p> <p><b>NOTE:</b> All applications <b>must</b> include: “To” and “From” employment dates (month/day/year), time base and job titles/ official civil classification titles, and detailed description of the specific duties performed. College course information <b>must</b> include: name and address of institution, title, semester or quarter credits, completion dates, and title and type of degree (if applicable). <b>Applications must also contain <u>original</u> signatures. Applications excluding any of this information may be rejected.</b> Resumes containing additional information may be submitted with the examination application.</p>
MINIMUM QUALIFICATIONS	<p>Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as “either I” or “II” or “III” etc. For example, candidates possessing qualifying experience amounting to 50% of the required time or Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.</p> <p><b><u>Either I</u></b></p> <p>One year of experience in the California state service performing duties in the class of Pesticide Use Specialist, Range B. (Applicants who have completed six months of experience as a Pesticide Use Specialist, Range B, will be admitted to the examination, but they must have completed one year of experience in the class before being considered eligible for appointment.)</p> <p><b><u>OR II</u></b></p> <p><b>EXPERIENCE:</b> Three years of progressively responsible experience in the inspection and enforcement of laws and regulations pertaining to the manufacture, sale, and use of pesticides. Experience gained in California state service must include one year in the position with responsibilities equivalent to Pesticide Use Specialist, Range B.</p> <p><b><u>AND</u></b></p> <p><b>EDUCATION:</b> Equivalent to graduation from college with a major in chemistry, agricultural science, biological science, environmental science, pest management, or a related major.</p> <p><b><u>OR III</u></b></p> <p><b>EXPERIENCE:</b> Five years of progressively responsible experience in work or research pertaining to the manufacture, sale, and use of pesticides. Experience gained under this pattern must include interpretation and application of California pesticide laws and regulations.</p> <p><b><u>AND</u></b></p> <p><b>EDUCATION:</b> Equivalent to graduation from college with a major in chemistry, agricultural science, biological science, environmental science, pest management or a related major.</p>
DEFINITION OF TERMS	<p><b>“Equivalent to graduation from college...”</b> To meet this requirement, the applicant must have a four-year bachelor’s degree from an accredited college. An Associate’s degree, or other two-year or vocational degree cannot be accepted as equivalent to a college degree.</p> <p><b>“Performing duties in the class of...”</b> To meet this requirement, the applicant must have the amount of experience in State service in the class (or be on a Training and Development Assignment, or TAU to the class) specified.</p>
SPECIAL PHYSICAL QUALIFICATIONS	Some positions require the ability to stoop and bend frequently and move a minimum of twenty-five pounds.

<div>SPECIAL PERSONAL CHARACTERISTICS</div> <div>POSITION DESCRIPTION AND LOCATION</div> <div>EXAMINATION INFORMATION</div> <div>SCOPE OF EXAMINATION</div>	<div><p>Objective, dependable, diplomatic, tactful, accurate, perceptive, and observant; ability and willingness to establish and maintain cooperative professional working relationships with representatives from industry, other state agencies, pesticide users, co-workers and the public; work effectively within a team environment; accept constructive criticism and abide by work rules; possession of a valid California driver license, willingness to work irregular hours at various locations throughout the State and willingness to travel.</p><p><b>THIS IS A SPOT EXAMINATION FOR A SENIOR PESTICIDE USE SPECIALIST IN THE ENFORCEMENT BRANCH'S FRESNO FIELD OFFICE ONLY.</b></p><p>Under supervision, a Senior Pesticide Use Specialist (Sr. PUS) in the Enforcement, Product Compliance, and Registration Branches performs the following duties, which vary by branch as follows:</p><p><b>Enforcement Branch:</b> A field office, Sr. PUS, performs the full range of difficult and complex inspection, investigation and enforcement duties. These duties include, but are not limited to pesticide misuse, environmental contamination, property loss, and worker exposure. A Sr. PUS typically is assigned to work with counties as a liaison and evaluator; provides regulatory interpretation to industry and agricultural commissioners; conducts outreach; trains collaborating government agencies and industry; collects samples of various types; and implements federal and state programs. Sr. PUS is responsible for evaluation of country agricultural commissioner pesticide enforcement programs. At Sacramento headquarters, Sr. PUS develops and/or analyzes legislation, regulations and policies; reviews legislation for impacts to Department of Pesticide Regulation programs and industry; participates in major support function on special projects that may require interagency coordination.</p><p><b>Product Compliance Branch:</b> A Sr. PUS performs the more difficult and complex product compliance inspections and investigative duties; plans and coordinates the department's statewide pesticide product compliance inspection activities; develops and provides training to staff responsible for conducting marketplace and producing establishment inspections; recommends and develops program policies and guidelines to address reports of violations, complaints, and noncompliance situations pertaining to pesticide sales and labeling requirements; serves as the department's technical expert on product compliance inspection activities; and is responsible for ensuring inspections conducted by inspection staff are accurate, violations are adequately documented, and case files are complete when forwarded to DPR's legal office and to U.S. EPA. The Sr. PUSs communicates both verbally and via written correspondence with pesticide registrants, brokers, and dealers regarding pesticide sales violations and label interpretations.</p><p><b>Registration Branch:</b> A Sr. PUS is responsible for implementing laws, regulations and policies pertaining to the review and registration of pesticides; requires complete and in-depth knowledge of federal and state laws and regulations to process applications under stringent mandated time frames; reviews data submissions and applications for completeness and adequacy for acceptance into registration process; determines scientific data requirements for various types of pesticides submitted for registration in California; coordinates subsequent data evaluation by scientific review staff; reviews submitted labels for compliance with federal and state requirements; and acts as liaison between the Department and registrants.</p><p><b>In each Branch, duties involve activities of statewide responsibility in a major support function or special projects that may require interagency coordination.</b></p><p><b>Although this is a Spot Examination for <u>Fresno only</u>, positions do exist at field offices in Fresno, Anaheim and the Sacramento Headquarters Office for the Enforcement Branch. All positions for the Product Compliance Branch and Registration Branch are located in Sacramento.</b></p><p>This examination will consist of a <b>Qualifications Appraisal Interview weighed 100%</b>. In order to obtain a position on the eligible list a minimum overall rating of 70% must be attained in the examination.</p><p><b>It is anticipated that mandatory interviews will be held in March/April 2007. Interviews may be conducted in Fresno or Sacramento.</b></p><p>The Qualifications Appraisal Panel will assess each competitor's knowledge and abilities in some or all of the areas listed below:</p><p><b>A. Knowledge of:</b></p><ol style="list-style-type: none"><li>1. State and federal laws and regulations pertaining to the registration, sale and use of pesticides and pesticide residue monitoring.</li><li>2. Pests affecting agricultural and ornamental plants.</li><li>3. Chemical, biological and environmental principles of pesticide use.</li><li>4. The role of pesticides and the hazards associated with their use on human health, safety and the environment.</li><li>5. The role of pesticides in the integrated pest management concept.</li><li>6. Methods and materials used in the manufacture, distribution and application of pesticides.</li><li>7. Principles of field inspection, sampling, and monitoring of pests and pesticides</li><li>8. Methods, materials, equipment, practice, and terminology used in agricultural pest control work in California.</li><li>9. General investigation sampling and monitoring techniques and procedures.</li><li>10. Rules of evidence and court procedures.</li><li>11. Techniques of training and supervision.</li></ol><p><b>B. Ability to:</b></p><ol style="list-style-type: none"><li>1. Interpret and implement State and federal laws, regulations, and policies to ensure safe and effective use of pesticides as it pertains to the registration, sale, and use of pesticides.</li><li>2. Learn and apply formal investigation, sampling, and data collection techniques and procedures, rules of evidence and court procedures.</li><li>3. Prepare technically, accurate and concise correspondence and reports</li><li>4. Communicate in a professional and effective manner both verbally and in writing.</li><li>5. Present information, provide training, and maintain positive working relationships.</li><li>6. Establish and maintain cooperative relations with those contacted in the course of work.</li><li>7. Conduct effective investigations.</li><li>8. Functionally train and coordinated the work of State and County employees.</li><li>9. Analyze situations accurately and adopt an effective course of action.</li><li>10. Advise counties in the implementation of their pesticide use enforcement programs.</li><li>11. Draft and revise rules, regulations and instructions.</li><li>12. Speak effectively before groups.</li><li>13. Review and evaluate the work of others and give guidance and counsel in work methods and procedures.</li></ol></div> <div><div>See following page for additional information</div><div><div>SENIOR PESTICIDE USE SPECIALIST</div><div>6DM15</div></div><div><div>AH40/0472</div><div>PAGE 2 OF 3</div></div><div><div>BULLETIN RELEASE DATE: DECEMBER 27, 2006</div><div>FINAL FILE DATE: JANUARY 26, 2007</div></div></div>
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ELIGIBLE LIST  
INFORMAITON

An OPEN-SPOT, non-promotional eligible list will be established for the Department of Pesticide Regulation. The list will expire 12 months after it is established unless the needs of the service and condition of the list warrant a change in this period.

RESTRICTED TRANSFER OF LIST ELIGIBILITY

Transfer of list eligibility may be restricted. You should take this examination ONLY if you intend to work in the Fresno Office. Transfer of list eligibility will be permitted between lists PROVIDED THE REQUESTING ELIGIBLE CAN SHOW “PROOF OF CHANGE IN RESIDENCE” AFTER THE FINAL FILING DATE OF THIS EXAMINATION AND IF CONDITIONS WARRANT. “Proof of change in residence” shall be defined as providing a copy of a utility bill (e.g. gas, electric, telephone) reflecting the requesting eligible’s name, new address and start date of new service.

VETERANS POINTS

Veterans preference points are **not granted** in this examination.

CAREER CREDITS

Career credits are **will be granted** in this examination.

GENERAL INFORMATION

The California Department of Pesticide Regulation and the State Personnel Board reserve the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

**Americans with Disabilities Act, Title II:** The California Department of Pesticide Regulation (DPR) is committed to a strong policy of equal employment opportunity. To this end, DPR does not discriminate against or exclude any person from participating in the employment process, advancement, benefits of employment, or in the admission and access to programs or activities administered by DPR on the basis of race, color, national origin, ancestry, religion, creed, sex, marital status, sexual orientation, pregnancy, age, veteran status, political affiliation, or disability (including AIDS) as required by Title II of the Americans with Disabilities Act (ADA). Reasonable accommodations for qualified individuals with disabilities will be made available upon request. Candidates must be able to perform the essential functions of the position with or without reasonable accommodations.

It is the candidate’s responsibility to contact the Department of Pesticide Regulation, Personnel Services Branch/Examination Unit at (916) 322-4553 three days prior to the written test date if he/she has not received his/her notice.

For an examination without a written feature it is the candidate’s responsibility to contact the Department of Pesticide Regulation, Personnel Services Branch/Examination Unit at (916) 322-4553 three weeks after the final filing date if he/she has not received a progress notice.

If a candidate’s notice of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at State Personnel Board offices, local offices of the Employment Development Department and the Department of Pesticide Regulation, as well as online at the State Personnel Board website at [www.spb.ca.gov](http://www.spb.ca.gov).

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in this examination will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

**Examination Locations:** When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, oral interviews are scheduled in Sacramento, San Francisco, and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

**Eligible Lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin.

**Career Credits:** In open, non-promotional examinations, career credits are granted to: 1) State employees with permanent civil service status; 2) full-time employees of the state who are exempt from State civil service pursuant to the provisions of Section 4 of Article VII of the California constitution, and who meet all qualification requirements specified by the Board and have 12 consecutive months of service in an exempt position; and 3) individuals who have served one full year in, or are graduates of, the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Such examinations cannot be for managerial positions described in Gov. Code Section 3513. Competitors not currently employed in State service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their civil service status in the appropriate section of the Standard State application form (STD 678). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examination, investigation may be made of employment records and personal history and fingerprinting may be required.

**High School Equivalence:** Equivalence to completion of the 12<sup>th</sup> grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

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California Relay Telephone Service for the Deaf or Hearing-Impaired  
From TDD phones: 1-800-735-2929  
From voice phones: 1-800-735-2922